

# **EDUCATIONAL PREPARATION FOR PUBLIC ADMINISTRATION**

**A Catalog of Graduate Programs, 1952-53**

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**PUBLIC ADMINISTRATION SERVICE**

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## FOREWORD

Educational Preparation for Public Administration: A Catalog of Graduate Programs, 1952-53, is the fourth edition of this guide to educational programs in the field of public administration. It differs from previous editions in that it describes only those programs leading to a graduate degree with major emphasis in public administration, whereas previous editions have included undergraduate programs as well. Public Administration Clearing House makes no attempt in this guide to present an evaluation of programs; it has simply compiled information reported in a comprehensive questionnaire which was sent to a large number of colleges and universities.

This booklet lists information about graduate public administration programs in 105 colleges and universities. The programs reported reveal two major types of organization for the teaching of public administration; namely, the specialized school of public administration and the political science department which encompasses public administration as an integral part of political science. More than 40 universities offer a graduate degree beyond the Master's with major emphasis in public administration. A thesis or dissertation is usually required for a Doctor's degree although that fact may not always be noted here. An intern program and/or field training is offered by 54 institutions.

The information as presented here has been approved by the institutions concerned; however, it can serve only as a guide to the programs. Complete information may be obtained by writing to the person in charge of a particular program.

Information about graduate assistance appears here in brief form. Most schools have many forms of special and general assistance available to qualified students. Additional information about assistance may be obtained from the following publications:

Feingold, S. Norman. Scholarships, Fellowships and Loans (Boston: Bellman Publishing Company, Inc., 1949). 2 vols.

UNESCO. Study Abroad (New York: Columbia University Press, 1952). Vol IV.

Wilkins, Theresa Birch. Scholarships and Fellowships Available at Institutions of Higher Learning (Washington, D.C.: Government Printing Office, 1951).  
A publication of the U.S. Office of Education.

Donald Mensinger, formerly of the staff of Public Administration Clearing House, was responsible for the major part of the work leading to this publication, including collection and analysis of data and development of format.

Public Administration Clearing House appreciates the cooperation of the colleges and universities that have supplied the information that makes this publication possible.

HERBERT EMMERICH  
Director

Chicago  
November 1952

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF ALABAMA  
University, Alabama

Department of Political Science  
York Willbern, Head

(State; coed; 5,500)

Objective: Training of administrators and teachers in public administration.

Course Work: Emphasis on state and federal government.

Thesis required for M.A. and Ph.D.; two languages or one language plus skill in an appropriate research technique, e.g., statistics, required for Ph.D.

Related Programs: Cooperating institution in Southern Regional Training Program in Public Administration (q.v.).

THE AMERICAN UNIVERSITY  
1901 F Street, NW  
Washington, DC

Department of Political Science  
and Public Administration  
Catheryn Seckler-Hudson, Chair-  
man

(Methodist; coed; 4,500)

Objective: To develop programs of study for persons concerned with the improvement of their understanding and skills in government; to provide programs of pre-entry and in-service training for employees and prospective employees of the Government; to develop teachers of government and administration; to encourage individual and group research; to provide counseling for the individual student; to provide community service through consultation, special training institutes, and research.

Course Work: Major emphasis on federal level; however, offerings include a substantial curriculum for state and local levels. Liberal use of outstanding government administrators as part-time faculty and special lecturers; case study requirement in administration for all graduate degrees in public administration; evening classes for part-time study for government employees.

Thesis required for M.A. and Ph.D. Two tools of research for the Ph.D., either linguistic or quantitative.

Related Programs: Specialized programs available in such areas as public personnel administration, organization and management, budgetary and fiscal administration, and record and archives administration.

UNIVERSITY OF ARIZONA  
Tucson, Arizona

College of Business and Public  
Administration  
E. J. Brown, Dean

(State; coed; 6,300)

Objective: To provide needed training in public administration on a pre-professional and professional basis.

Course Work: Four year program in government service, foreign service, and social work, involving a combination of courses offered by the Departments of History and Political Science, Economics, and Business Administration.

Thesis required for M.A.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. Ph.D.	Required only for Southern Regional Training Program Fellows.	<p><u>Scholarships</u>: \$500; first year graduate students; no services required; Dean of Graduate School.</p> <p><u>Fellowships</u>: \$1200; M.A. or equivalent; teaching or other services; Dean of Graduate School.</p> <p><u>Assistantships</u>: (1) Graduate: \$500-1000; teaching or other serv- ices; Department of Political Science; (2) Research: \$200-1000; Bureau of Public Administration; (3) Student: \$175-300; services required; Department of Political Science.</p>	<p>University Placement Service.</p> <p>State and federal agencies.</p>
M.A. Ph.D.	Federal agencies and local government agen- cies of the metropol- itan area of Washington, D.C., cooperate in an intern program. Intern fellows serve one-half time in agency assign- ment; interns of the U.S. Civil Service Com- mission and Federal agency programs engage in part-time study at the University as scholars and fellows, while on full-time em- ployment status.	<p><u>Scholarships</u>: Forty intern schol- arships (government-wide) of six semester hours of tuition; twenty intern scholarships (Department of Navy) of six semester hours of tuition.</p> <p><u>Fellowships</u>: Six public adminis- tration intern fellowships; full tuition fellowship for two semes- ters; one teaching fellowship (\$1200) cash award.</p> <p><u>Assistantships</u>: Two; full tuition and \$360 per semester.</p> <p>Chairman, Department of Political Science and Public Administration, or Graduate Dean.</p>	<p>Staff of Department.</p> <p>Federal agencies.</p>
M.A.	Five Phoenix offices cooperate in an in- tern program. Not required.	<p><u>Assistantships</u>: Some available.</p> <p>Head, Department of History and Political Science, or Head, De- partment of Economics.</p>	<p>No placement service.</p> <p>Federal or state gov- ernment agencies.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

BAYLOR UNIVERSITY  
Waco, Texas

Department of Political Science  
A. P. Cagle, Professor

(Southern Baptist; coed; 5,517)

Objective: Preparation for government service.

Course Work: Department of Political Science and the School of Business offer a cooperative program with emphasis on federal, state, and local government.

Thesis required for M.A.

BOSTON UNIVERSITY  
Boston, Massachusetts

Department of Government  
Institute of Public Service  
Troy R. Westmeyer, Acting  
Director, Institute of  
Public Service and Bureau  
of Public Administration

(Private; coed; 12,000)

Objective: Preparation for general administrative positions in federal, state, or local government.

Course Work: Emphasis on training in local government and, to a lesser degree, for federal service. Institute program designed for those who already are employed and who wish to increase their training; this is an adjunct to the public administration program followed by regularly enrolled students.

A report on internship training and competence in one foreign language required for M.A. in P.A.

BRADLEY UNIVERSITY  
Pecoria, Illinois

Department of Political Science  
Lawrence M. Lew, Chairman

(Private; coed; 3,000)

Objective: Preparation of students for the Junior Administrative Assistant examination.

Course Work: Concentration within the general fields of American government, comparative government, public administration, and public finance, with emphasis on comparative government and area studies, teacher training, federal civil service, foreign trade, and foreign service.

Thesis required for M.A.

BRIGHAM YOUNG UNIVERSITY  
Provo, Utah

Department of History and  
Political Science  
Stewart L. Grow, Assistant Professor of Political Science

(Latter-Day Saints; coed; 5,310)

Objective: To create in the student an interest in Public Administration and to provide him with broad basic courses to form a solid foundation for further specialized study or entrance into public service.

Course Work: Public administration is offered as a part of the political science program with courses offered in federal, state and municipal administration and administration of U.S. foreign affairs. Major emphasis on state and local level. Special school for local and state law enforcement officers conducted during summer in cooperation with FBI.

Thesis required for M.A. and M.S.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	None.	None.	University Placement Service.
M.S.			Private organizations.
M.A. in P.A.	Internship program re- quired. Local govern- ments (city managers), federal, and state agencies cooperate.	<u>Fellowships</u> : One teaching fellow- ship; \$1000 plus tuition.  <u>Assistantships</u> : One or two valued at \$400 each.  Troy R. Westmeyer, Department of Government.	Director of Institute acts as Placement Officer.  Local government.
M.A.	Field trips to local government units and to the State Capitol at Springfield.	<u>Scholarships</u> : \$430.  <u>Assistantships</u> : \$750.  Lawrence M. Lew, Chairman, Department of Political Science.	University Placement Service.  Federal government agencies. Business.
M.A.	None.	None.	No placement service.
M.S.			

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF CALIFORNIA  
Berkeley, California

Department of Political Science  
Frank M. Russell, Chairman

(State; coed; 15,000-Berkeley)

Objective: To prepare persons for the public service, for teaching or research careers, within the framework of a liberal arts education.

Course Work: Emphasis on the process of administration, with courses in personnel administration, administrative law, planning, finance, national, state, and municipal administration.

Thesis required for M.A.

Related Programs: School of Criminology; School of Civic Planning; School of Public Health; Institute of Traffic Management.

UNIVERSITY OF CALIFORNIA  
AT LOS ANGELES  
Los Angeles 24 California

Department of Political Science  
Bureau of Governmental Research  
Winston W. Crouch, Director of  
Bureau

(State; coed; 13,000-Los  
Angeles)

Objective: Preparation for careers in governmental administration or governmental research; training for citizenship.

Course Work: Core course in public administration offered by the Department of Political Science; emphasis on state and local government, governmental research. In addition, opportunity provided to work in the Bureau of Governmental Research.

Thesis optional for M.A. in Political Science; comprehensive examination for M.P.A.

Related Programs: School of Social Welfare; School of Business Administration; Traffic Institute.

CATHOLIC UNIVERSITY OF AMERICA  
Washington 17 D.C.

Department of Politics  
Paul J. FitzPatrick, Head

(Roman Catholic; men, women;  
4,000)

Objective: To meet the needs of men and women desiring advanced training, theoretical and practical, in the fields of accounting, business education, economics, government, international relations, sociology, and statistics.

Course Work: Graduate work offered in the general fields of political theory, government, public administration, public law, and international law and relations. Emphasis on federal, state, and local government; governmental research; teacher training.

Thesis and French or German required for M.A.; French and German for the Ph.D.

Related Programs: School of Engineering; Department of Economics.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.  Ph.D.	None reported.	<p><u>Scholarships</u>: One special scholarship for first year graduate students planning to enter the public service; also various University scholarships.</p> <p><u>Fellowships</u>: Various University fellowships available.</p> <p><u>Assistantships</u>: Twelve teaching assistantships, \$1260 annually; research assistantships, \$1575 annually; in addition, part-time positions available in Bureau of Public Administration.</p> <p>Chairman, Department of Political Science.</p>	<p>Bureau of Public Administration. University Bureau of Occupations.</p> <p>Federal service. State of California. California municipalities.</p>
M.A. M.P.A. Ph.D.	Three months internship required for M.P.A.; University staff member supervises work of intern and conducts liaison with administrative agency. Several California cities, Los Angeles County, Civil Aeronautics Administration, City School Board Personnel Department cooperate.	<p><u>Scholarships</u>: Several prizes and scholarships available in University competition.</p> <p><u>Fellowships</u>: Limited number.</p> <p><u>Assistantships</u>: Recipient teaches sections in beginning political science.</p> <p>Chairman, Department of Political Science.</p>	<p>Committee on Public Administration. University Placement Office.</p> <p>State and local governmental agencies.</p>
M.A.  Ph.D.	None.	<p><u>Scholarships</u>: Usually grant board, room, and tuition (\$1000); some give only tuition.</p> <p><u>Fellowships</u>: Usually grant board, room, and tuition (\$1000).</p> <p>Dr. Roy J. Deferrau, Chairman, Committee on Fellowships and Scholarships.</p>	<p>University Placement Service.</p> <p>Federal agencies. Business firms. Teaching.</p>



## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF CHICAGO  
Chicago 37 Illinois

Department of Political  
Science

Leonard D. White, Professor  
of Public Administration

(Private; coed; 7,890)

Objective: Within the framework of a general political science program, to acquaint students with the history, theoretical bases, and role of administration in a democratic society, with the goal of producing competent teachers, researchers, and practitioners of administration.

Course Work: Lack of emphasis on techniques of administration, the more purely vocational aspects of training; emphasis on history and theory of administration and the development of research in administration.

Thesis required for the M.A.; reading knowledge of one language for Ph.D.

Related Programs: School of Social Service Administration; Planning Program; Committee on International Relations.

CLAREMONT GRADUATE SCHOOL  
Claremont, California

Committee on Political Economy  
Floyd A. Bond, Chairman  
W. B. Taylor, Advisor, Business and Public Administration

(Private; coed; 508)

Objective: To train for teaching and/or public service.

Course Work: Faculty in political economy offers graduate programs in four areas of concentration: political economy, economics, government, and business and public administration. For purposes of program planning, the combined areas of economics, government, and business administration are divided into nine subject matter fields: economic theory; political theory and institutions; public law and government regulation of business; administrative organization and personnel; politics and legislation; public and private finance; international politics and economics; accounting, statistics, and mathematics; and economic history. Candidates for the M.A. degree must show competence in examinations in four of the nine fields.

Thesis required for M.A.; two languages for the Ph.D.

UNIVERSITY OF COLORADO  
Boulder, Colorado

Graduate Curriculum in Public  
Administration  
Leo C. Riethmayer, Chairman

(State; coed; 8,869)

Objective: Curriculum in Public Administration provides advanced study and training for students who wish to enter some field of government service--national, state, or local--or who wish preparation for research or administrative positions in organizations, such as governmental research bureaus, municipal leagues, civic associations, and citizen agencies, which have a direct relationship to the work of public administration.

Course Work: With the cooperation of various departments and schools of the University, students may select advanced work which will contribute not only to a broader knowledge of the problems of government and administration, but to an understanding of their interrelations and social implications. Work in this field necessarily cuts across departmental lines and is organized around the student's principal focus of interest; it is therefore administered by a special Committee on Public Administration.

Thesis generally required but exceptions possible under alternate plans in special cases; no foreign language requirements unless nature of student's program necessitates the use of a foreign language.

Related Programs: International Affairs.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. Ph.D.	None.	<p><u>Scholarships:</u> Regular University scholarships granted in April of each year for next academic year; filing date 15 February; no services required.</p> <p><u>Fellowships:</u> Same as above. Amount of fellowship varies.</p> <p>Committee on Fellowships and Scholarships.</p>	<p>University Placement Service.</p> <p>University teaching. Federal and local government. Governmental research agencies.</p>
M.A. Ph.D.	State and local government agencies and industries cooperate in an intern program. Encouraged but not required.	<p><u>Scholarships:</u> Several scholarships, ranging usually from \$600 to \$675 in amount, available for graduate work in field of candidate's choice; tuition not waived; no services required; filing date, 1 March.</p> <p><u>Assistantships:</u> Department assistantships available in the undergraduate colleges associated with the Graduate School: Claremont Men's College, Pomona College, and Scripps College; \$600 per year and tuition for half-time graduate study; filing date, 1 March.</p> <p>Chairman, Scholarship Committee, Harper Hall.</p>	<p>School Placement Service.</p> <p>Federal, state, and local governmental agencies.</p>
M.A. M.S. in P.A.	Intern training available for M.S. in P.A. Cooperating agencies: Bureau of State and Community Service; Colorado Municipal League; and various federal, state, and local governmental agencies.	<p><u>Scholarships:</u> Forty scholarships providing fees available to graduate students of distinctive ability and definite purpose. Award date, 1 April.</p> <p><u>Fellowships:</u> (1) Research: \$900 per year in addition to fees; (2) University: \$600 and fees. Award date, 1 April.</p> <p><u>Assistantships:</u> (1) Research: up to \$800 per year; fees not waived; (2) Departmental: grant varies in amount according to nature of work and time required.</p> <p>Chairman, Graduate Curriculum in Public Administration.</p>	<p>University Placement Service.</p> <p>Federal, state, and local agencies. Municipal leagues. Research bureaus.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

COLUMBIA UNIVERSITY  
New York 27 New York

Department of Public Law and  
Government

Arthur W. Macmahon, Eaton Pro-  
fessor of Public Administra-  
tion

John D. Millett, Professor of  
Public Administration

(Private; coed; 27,636)

Objective: To conserve and advance knowledge about public administration as an essential phase of the governmental process. Program based on the belief that entry to the public service must be along professional lines, rather than specific training in public administration.

Course Work: Program at Columbia is not intended to train for professional purposes but rather to advance knowledge in the field of political processes; accordingly, emphasis is on the preservation and advancement of knowledge in the field of government.

Thesis required for M.A.; two languages for the Ph.D.

Related Programs: Professional programs in Social Welfare; Architecture and City Planning.

UNIVERSITY OF CONNECTICUT  
Storrs, Connecticut

Department of Government and  
International Relations  
Max R. White, Acting Head

(State; coed; 7,853)

Objective: Preparation for governmental research and public service.

Course Work: Emphasis on governmental research and local government; federal and state government. Program worked out on an individual basis to meet each student's needs.

Not less than 15 semester hours with a thesis; not less than 24 hours without thesis for M.A.

CORNELL UNIVERSITY  
Ithaca, New York

School of Business and Public  
Administration  
Edward H. Litchfield, Professor  
of Administration

(State and Private; coed;  
10,115)

Objective: To train the student in the universals of the administrative process as found in all large-scale enterprises; to acquaint him with the analytical techniques which management requires; and to specifically make him aware of the particular aspects of public administration on local, state, federal, and international levels.

Course Work: Concentrations offered on municipal and state, federal and international levels of government, and also in the processes of personnel management and fiscal management. Comparative administration is not a concentration but an additional area in which to apply the universals of the management process about which the School as a whole is organized. The work in the several levels of public administration is intended not so much as a description of the ephemeral characteristics and practices of public agencies, as it is an illustration of varying aspects of the process itself.

No thesis requirement for M.P.A.; language urged for students concentrating in international administration.

Related Programs: Regional planning in the School of Architecture; area study program in Southeast Asia.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. Ph.D.	None.	<u>Fellowships</u> : University fellowships under the Department of Public Law and Government.  Office of University Admissions.	University Placement Service.  Federal and state agencies. Universities.
M.A.	None.	<u>Assistantships</u> : \$1305 for nine months; fees not waived; half-time service required; no set filing or award dates, awards usually made in May.  Max R. White, Acting Head, Department of Government and International Relations.	University Placement Service. Departmental Assistance.  Private governmental research organizations. Local government.
M.P.A. Ph.D.	None.	Assistance program in the process of re-evaluation and reorganization (1952).  Secretary, School of Business and Public Administration.	Individual faculty persons responsible for area of student's concentration.  Federal government agencies.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF DENVER  
Denver, Colorado

School of Public Administration  
Albert H. Rosenthal, Director

(Methodist; coed; 9,355)

Objective: To prepare students for careers in public service—federal, state, and local; to facilitate the effort of present government employees to improve their qualifications and capabilities; to provide courses and institutes to stimulate student and general public interest and knowledge in better citizenship.

Course Work: Emphasis on preparation of generalists rather than specialists. Core course includes public personnel administration, problems in government organization and management, public budgetary and finance administration, problems in government administration, advanced problems in public administration, research methods.

Thesis required for M.A. and M.S.

Related Programs: School of Social Work; Social Science Foundation

DUKE UNIVERSITY  
Durham, North Carolina

Department of Political Science  
Robert H. Connery, Professor

(Private; coed; 4,912)

Objective: Education in Political Science and training for public and private service.

Course Work: Public administration is offered as part of the regular graduate program in political science.

Thesis and one foreign language required for M.A.

DUQUESNE UNIVERSITY  
Pittsburgh, Pennsylvania

Department of Political Science  
Patrick M. O'Donnell, Assistant Professor

(Roman Catholic; coed; 4,681)

Objective: The Public Administration Program is designed primarily to offer a survey of that field to political science students, with opportunity for a limited specialization.

Course Work: International, national, state, and local administration: judicial and legislative procedures. Administrative law.

Thesis and reading knowledge of French or German required for M.A.

Related Programs: School of Business Administration - Public Business Management.

EMORY UNIVERSITY  
Emory University, Georgia

Department of Political Science  
Lynwood M. Holland, Chairman

(Methodist; coed; 3,142)

Objective: Preparation for the public service and teacher training.

Course Work: Emphasis on federal, state, and local government; governmental research; and teacher training. Courses offered in the general fields of public administration and personnel, municipal and state administration, and public administration problems.

Thesis and a reading knowledge of French and German required for M.A.

Related Programs: Professional school of Business Administration.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. M.S.	Federal, state, and local agencies in the Denver region and in Washington cooperate in an intern program. Recommended.  Field trips to State Capitol, offices of the City and County of Denver, regional offices of federal agencies.	<u>Assistantships</u> : Two each quarter; \$200 per quarter.  Director, School of Public Administration.	University Placement Service.  Federal and local government agencies.
M.A. Ph.D.	None.	<u>Scholarships</u> : Eighteen available in Political Science Department.  Head, Department of Political Science.	University Placement Service.
M.A.	None.	None.	Political Science faculty offers assistance on informal basis.  Federal government.
M.A.	Intern program available. Federal, state and county agencies cooperate. In addition, students assist League of Women Voters in actual field problems, especially on local governmental level.	<u>Scholarships</u> : \$900 with tuition waived; a few tuition scholarships for nine months; assist in research.  <u>Assistantships</u> : \$250 per quarter; assist in research.  Dean of the Graduate School; Chairman, Department of Political Science.	University Placement Service.  Federal and local government agencies. Business.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

FLETCHER SCHOOL OF LAW AND  
DIPLOMACY  
Medford, Massachusetts

Robert Burgess Stewart, Dean

(Administered by Tufts College,  
with the cooperation of Harvard  
University; coed; 50)

**Objective:** Comprehensive training in international affairs for select group of graduate students. Designed for careers in the State Department, U.S. Foreign Service, United Nations, and other international agencies; college and university teaching; and international economic relations and business.

**Course Work:** First-year program devoted to general study of international affairs. Course work required in international law and organization, international economic relations and diplomacy; electives offered in area studies and courses related to formulation and execution of foreign policy. Concentration and specialization largely left for second and third years. A reciprocal agreement with Harvard University allows for exchange of students and library facilities and, through a lounge lecture series, students are given an opportunity to meet and discuss with national and international leaders problems in international relations.

Reading knowledge of one modern foreign language required for M.A.; two for Ph.D. No thesis requirement for M.A.; thesis requirement for M.A.L.D. and Ph.D.

UNIVERSITY OF FLORIDA  
Gainesville, Florida

Department of Political Science  
Public Administration Clearing  
Service  
M. J. Dauer, Chairman, Department  
of Political Science

(State; coed; 10,039)

**Objective:** To provide theoretical background and the primary research training for careers in public administration.

**Course Work:** Emphasis on preparation for teaching and for general administration. Latin American students have special facilities available in public administration in cooperation with the Institute of Inter-American Affairs.

Thesis and one modern foreign language required for M.A.; two languages for the Ph.D.

**Related Programs:** Public Finance curriculum in Business Administration; Agriculture and forestry programs leading to state, federal employment; Engineering programs leading to federal, state, municipal positions, especially in sanitary engineering.

FLORIDA STATE UNIVERSITY  
Tallahassee, Florida

School of Public Administration  
Wilson Keyser Doyle, Dean

(State; coed; 5,111)

**Objective:** To provide comprehensive programs of training in government on the local, state, or national level; to furnish technical assistance by research and consultation to Florida state and local officials.

**Course Work:** Emphasis on all levels of government and on research for Florida state and local jurisdictions. In addition, a program of Visiting State and Federal Lecturers and Distinguished Visiting Professors offered.

A thesis (Plan I) or a study or non-credit paper (Plan II) required for M.S. M.A. candidates must also complete the foreign language (two years) and Humanities requirements unless they hold the B.A. degree.

**Related Programs:** School of Social Work.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. M.A.L.D. Ph.D.	U.S. State Department and the United Nations intern programs. Not required. In addition annual familiarization trips (four or five days) to the United Nations headquarters. Not required.	<p><u>Scholarships:</u> Up to \$600 for one academic year; tuition not waived; no services required; filing date, 1 February; award date, usually in May.</p> <p><u>Fellowships:</u> Up to \$1500; tuition not waived; no services required; filing and award dates as above.</p> <p><u>Assistantships:</u> Up to \$1800 per year; reserved for advanced students; research and other duties under the direction of the faculty; award date, usually in May.</p> <p>Dean Robert Burgess Stewart.</p>	<p>School Placement Service.</p> <p>Federal agencies dealing with international affairs. International agencies such as United Nations and its specialized agencies, business and international trade.</p>
M.A. Ph.D.	No intern program. Students may participate in field research program of Public Administration Clearing Service.	<p><u>Scholarships:</u> For Latin American students--tuition scholarships; no services required; Curtis Willgus, Director, School of Inter-American Studies.</p> <p><u>Fellowships:</u> Tuition plus \$100 per month; no services required; Dean of the Graduate School.</p> <p><u>Assistantships:</u> Tuition plus \$100 per month; research and teaching; Dean, College of Arts and Sciences.</p>	<p>University Placement Service.</p> <p>Federal and municipal agencies.</p>
M.A. M.S. Ph.D. (being developed, 1952)	All departments of Florida state government and many city and county governments cooperate in an intern program. Recommended but not required. Field experience in cooperation with Florida State Departments, and city and county governments in Florida.	<p><u>Fellowships:</u> \$340 for nine months; additional amount to cover tuition fees may be granted; services required do not necessitate a reduction in course load.</p> <p><u>Assistantships:</u> \$540-1500 for nine months depending on student's qualifications and amount of part-time services required; additional amount to cover tuition fees may be granted; student permitted to carry from six to twelve hours of course work.</p> <p>Dean Wilson K. Doyle.</p>	Most placements by School of Public Administration directly. University Placement Service, Office of Vocational Guidance and Placement also available.



## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

GEORGE WASHINGTON UNIVERSITY  
Washington 6 DC

School of Government  
A. Rex Johnson, Professor of  
Public Administration (Program Coordinator)

(Private; coed; 10,572)

Objective: To give an understanding of administrative processes and problems of government and of methods utilized in resolving them.

Course Work: The Master's degree is offered in three fields of public administration: general administration; governmental fiscal administration, and personnel administration. Emphasis on federal and local government. All candidates for M.A. participate for at least two terms in the Workshop in Public Administration, a workshop simulating procedures utilized in the examination of public programs and providing facilities for conference presentation and group discussion. Experts actively engaged in high-level governmental programs, international, national, state, and local, serve as lecturers and consultants.

Thesis required for M.A.

UNIVERSITY OF GEORGIA  
Athens, Georgia

Department of Political Science  
and College of Business Administration  
Morris W. H. Collins, Jr.,  
Acting Director, Bureau of  
Public Administration

(State; coed; 10,217)

Objective: Preparation for government service at local, state, or federal levels.

Course Work: Department of Political Science and the College of Business Administration offer a joint public administration program.

Thesis required for M.A.

Related Programs: School of Forestry.

HARVARD UNIVERSITY  
Cambridge, Massachusetts

Graduate School of Public  
Administration  
Edward S. Mason, Dean  
Robert G. McCloskey, Secretary

(Private; men; 10,801)

Objective: Training for public service on the state, local and national level, approached through the social sciences. The School does not seek to prepare expert technicians for particular branches of the public service.

Course Work: Educational program carried out through seminars and courses of instruction offered by other departments of the University. Seminar activities are grouped around a series of vitally important problems of governmental policy and administration, e.g., fiscal policy, price policy, agricultural policy, collective bargaining, government regulation of business, the legislative process, the scope and method of administrative science, staff planning, and the planning process. Through a consultant program, outstanding public servants in national, state and local governments are invited to participate in the seminars of the School. The Bureau of Research in Municipal Government is an integral part of the School.

No thesis requirement for M.P.A.; reading knowledge of two languages, or a language and statistics or accounting required for D.P.A.

Related Programs: City and Regional Planning (School of Design); School of Public Health; School of Business Administration.

DEGREES GRANTED	INTERN PROGRAM AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	Intern program not required, but credit is given for organized work in the cooperating executive departments and agencies of the Federal government.	<p>Assistantships: Some University assistantships available.</p> <p>Dean, School of Government.</p>	<p>University Placement Service.</p> <p>Federal agencies. County and state government.</p>
M.A.	None.	<p>Assistantships: Non-veterans, \$1000 for ten months; veterans, \$800 for ten months.</p> <p>Dean of the Graduate School.</p>	<p>University Placement Service.</p> <p>Federal government.</p>
M.P.A. D.P.A.	None.	<p>Fellowships: (1) Administration Fellows (students without previous government experience: stipend varies with the need of the individual student; maximum amount awarded is \$1500; tuition not waived; (2) Littauer Fellows (students with previous government experience): stipends up to \$2100; tuition not waived.</p> <p>Secretary, Graduate School of Public Administration.</p>	<p>Secretary, Graduate School of Public Administration.</p> <p>Federal agencies. State and local government.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF HAWAII  
Honolulu, Hawaii

Department of Government  
E. F. Spellacy, Professor of  
Government

(Territorial; coed; 4,898)

Objective: To provide students with an adequate cultural background in the social sciences and to prepare them for entry into the public service or as teachers of public administration.

Course Work: Emphasis on federal, territorial, and local government.

Thesis required for M.A.; no language requirement unless work is in an area study requiring language competence.

UNIVERSITY OF HOUSTON  
Houston, Texas

Department of Public Administration  
David W. Knepper, Chairman

(District; coed; 14,058)

Objective: General training for administrative service; specific area training (finance, law enforcement, fire, health, personnel).

Course Work: Emphasis on general administrative field, law enforcement, and research.

Thesis required for M.S.

Related Programs: Business Administration.

HOWARD UNIVERSITY  
Washington 1 DC

Department of Government  
Vincent J. Browne, Associate  
Professor

(National and private; coed;  
4,082)

Objective: To acquaint students with the importance, principles, characteristics, problems, processes, and fields of American public administration.

Course Work: Department of Government concentrates on those public administrative problems, procedures, and principles common to federal, state, and local government.

Thesis required for M.A.

Related Programs: School of Social Work.

UNIVERSITY OF IDAHO  
Moscow, Idaho

Department of Social Sciences  
Boyd A. Martin, Head

(State; coed; 3,209)

Objective: To prepare students for public administration in local, state and federal government.

Course Work: Federal, state and local government; governmental research; public administration; administrative law; government and business; teacher training.

Thesis and one year of a foreign language (if not taken for B.A.) required for M.A.

Related Programs: School of Business; professional schools of Agriculture and Forestry.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	None.	<p><u>Scholarships</u>: Various tuition scholarships available.</p> <p><u>Assistantships</u>: \$1290 in twelve monthly installments; tuition and fees waived; services required; filing date, before 15 April.</p> <p>Dean of Faculties.</p>	<p>University Placement Service.</p> <p>Territorial and local government. Private research.</p>
M.S.	City manager cities in area provide opportunities for internships. Not required. Field experience includes observation in municipal (and some county) departments.	<p>None.</p> <p>Training courses for municipalities carry tuition and subsistence allowance.</p>	<p>University Placement Service.</p> <p>Local government. Teaching. Governmental research.</p>
M.A.	None.	<p><u>Scholarships</u>: Up to \$171 for three quarters; chargeable against incidental fee only; filing date, 15 April.</p> <p><u>Fellowships</u>: Up to \$450 for one year; chargeable against incidental fee, room and board; services required; filing date as above.</p> <p><u>Assistantships</u>: Up to \$800 and remission of tuition fees. Services required; filing date as above.</p> <p>Dean of Graduate School.</p>	<p>None.</p> <p>Federal government.</p>
M.A.	None.	<p><u>Assistantships</u>: \$900 for two semesters; tuition not waived; services required; filing dates, February and March.</p> <p>Boyd A. Martin, Head, Department of Social Science.</p>	<p>University Placement Service.</p> <p>Federal and state agencies. Business. Non-profit organizations.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF ILLINOIS  
Urbana, Illinois

Department of Political Science  
Phillip Monypenny, Assistant  
Professor

(State; coed; 22,000)

Objective: As part of the political science program, an introduction to the study of public administration and to the possibility of public service careers.

Course Work: No particular emphasis; public administration courses general since they are part of the political science offerings. Close informal cooperation with the Institute of Government and Public Affairs.

Thesis required for M.A.; knowledge of French and German for Ph.D.

Related Programs: Organized programs for municipal management, sanitary engineering, public health engineering, city and regional planning; Public Affairs Concentration of the College of Commerce and Business Administration; M.A. in Labor and Industrial Relations offered by the Institute of Labor and Industrial Relations.

ILLINOIS INSTITUTE OF TECHNOLOGY  
Chicago, Illinois

Department of Political and  
Social Science  
Donald W. Smithburg, Acting  
Chairman, Department of  
Political Science

(Private; coed; 7,289)

Objective: Graduate work offered for four groups of students: students with undergraduate major in the social sciences who wish graduate work in public administration; students with undergraduate engineering degree who wish graduate training in preparation for administrative responsibilities or public engineering work; persons in administrative positions in government agencies desiring advanced training in public administration; and graduate students in engineering who are professionally concerned with problems of government regulation of business.

Course Work: M.S. in Public Administration (Plan A) is designed for students with undergraduate degrees in economics, political science, or sociology who wish additional preparation in administration for a career in the public service. Admission to graduate study for M.S. in Public Engineering Administration (Plan B) requires the completion of a bachelor's degree in engineering. Preparation for city management work is particularly emphasized in Plan B.

No thesis or language requirements for M.S.

Related Programs: City Planning.

INDIANA UNIVERSITY  
Bloomington, Indiana

Department of Government  
Joseph B. Kingsbury, Professor

(State; coed; 21,000)

Objective: General education and training for public service.

Course Work: Emphasis on federal, state and local government. Institute of Training for Public Service provides university-wide information and liaison with government agencies.

Thesis optional for M.A.

Related Programs: Police administration; Department of Management in School of Business; School of Social Work.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. Ph.D.	Institute of Government and Public Affairs of University has worked out informal arrangements with some state agencies (1952). In general, departments of the State of Illinois cooperate with qualified students and pay for the time directed to such work.	<p><u>Fellowships</u>: University and specially endowed fellowships available for graduate students in political science; \$700 for first year of study, \$850 for second, and \$1000 for third; fees and tuition waived.</p> <p><u>Assistantships</u>: Teaching assistantships available as enrollment permits; half-time assistantships pay \$1400.</p> <p>Charles M. Kneier, Chairman, Department of Political Science.</p>	<p>Institute of Government and Public Affairs acts informally.</p> <p>Federal and state service.</p>
M.S.	None.	None.	<p>Institute Placement Service.</p> <p>City management.</p>
M.A. Ph.D.	Field work offered occasionally in connection with Bureau of Government Research.	<p><u>Assistantships</u>: Three; \$1200 for 10 months; services required.</p> <p>Chairman, Department of Government.</p>	<p>University Placement Service.</p> <p>Federal, state and local government agencies.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

INSTITUTE OF PUBLIC ADMINIS-  
TRATION

684 Park Avenue  
New York 21 New York

Luther Gulick, President

(Private; coed; 2)

Objective: To provide advanced training in practical research through full participation in the Institute's programs and projects under the immediate and continuing supervision of senior staff members. Purpose of the program is not primarily the offering of an academic program leading to a higher degree.

Training Program: A few graduate students of demonstrated capacity are added at intervals to the staff on a temporary basis, usually for one year, to participate in the projects and activities of the Institute as research associates, for the purpose of preparing them for advanced careers in the public service or in private research. Emphasis on study and improvement of the administrative process, in all spheres and at all levels of government activity.

Thesis required for M.P.A. and D.P.A.

IOWA STATE COLLEGE  
Ames, Iowa

Department of History and  
Government

H. C. Cook, Associate Professor  
of Government

(State; coed; 8,135)

Objective: In general, to act as service agency offering training for technical people who will be working in government positions, agriculture, engineering, industry, business, federal trade, commerce, and foreign trade.

Course Work: General offerings in national, state and municipal administration; budgeting, personnel; administrative law; agricultural administration. Emphasis primarily on federal and state government, e.g., Department of Agriculture.

Thesis required for M.A.

Related Programs: Government planning - a cooperative arrangement with a number of departments.

STATE UNIVERSITY OF IOWA  
Iowa City, Iowa

Department of Political Science  
Kirk H. Porter, Head

(State; coed; 9,125)

Objective: To provide specialization for liberal arts students who anticipate employment in the public service.

Course Work: The special curriculum in public administration is designed to prepare students for employment in any one of the phases of public administration; it is not designed to prepare students for one particular job. State and local government and administration emphasized.

No thesis requirement for M.A., but a comprehensive examination, part written, part oral, must be taken before graduation.

JOHNS HOPKINS UNIVERSITY  
Baltimore, Maryland

Department of Political Science  
C. B. Swisher, Chairman

(Private; men, women; 6,600)

Objective: Preparation for teaching, staff, administrative, or research employment.

Course Work: Work in public administration offered as part of the graduate program in political science. Emphasis on federal, state, comparative government and public policy.

Thesis and one foreign language required for M.A.; two languages required for the Ph.D.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.P.A. D.P.A.	Not applicable.	Fellowships available; based on individual qualifications in each case.  Luther Gulick, President.	None reported.
M.A. Ph.D.	Informal arrangement with city governments.	None.	None.  U.S. Department of Agriculture. State finance offices. City budgeting or personnel.
M.A. Ph.D.	None.	<u>Scholarships</u> : Tuition remission.  <u>Fellowships</u> : Tuition remission plus a small stipend.  <u>Assistantships</u> : Available to any graduate student.  Professor Kirk H. Porter.	University Placement Service.
M.A. Ph.D.	None.	<u>Scholarships, fellowships, and assistantships</u> available.  C. B. Swisher, Chairman, Department of Political Science.	No placement service.



## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

KALAMAZOO COLLEGE  
Kalamazoo, Michigan

Department of Political Science  
Elton W. Ham, Chairman

(Baptist; coed; 561)

Objective: To provide well-rounded training for advanced undergraduates and graduates in the field of public administration.

Course Work: Five year program directed toward preparation for public service, with emphasis on management, personnel, and finance in the field of state and local government, and governmental research. Kalamazoo College and the City of Kalamazoo operate a joint Municipal Research Bureau which is set up as a staff agency of the City Manager's Office and which is staffed entirely by advanced students. Work at the Bureau is integrated with the regular academic program of the College; Chairman of the Department of Political Science is Director of the Bureau.

Thesis required for M.A.

Related Programs: International Affairs; Personnel Administration.

UNIVERSITY OF KANSAS  
Lawrence, Kansas

Department of Political Science  
Bureau of Government Research  
Edwin O. Stene, Professor of  
Political Science

(State; coed; 7,566)

Objective: Graduate training in municipal techniques and public management with view to preparation for city management.

Course Work: Graduate courses in the Training for City Management program include techniques of municipal administration, municipal public law, municipal engineering administration, and human relations.

Thesis required for M.A. and M.P.A.

Related Programs: Bureau of Government Research provides short courses and institutes for the following: City Managers (4 days); City Clerks (2 days); County Clerks (2 days); Peace Officers (1 week). The Bureau also cooperates in training for city firemen and workshops for librarians.

KANSAS STATE COLLEGE  
Manhattan, Kansas

Department of History, Government, and Philosophy  
A. D. Miller, Associate Professor  
L. H. Douglas, Professor

(State; coed; 5,000)

Objective: Preparation for the teaching profession, law, and the government service.

Course Work: Offerings in national politics and administration, state and local administration, city government, comparative government, contemporary government.

Thesis or report required for M.S.

Related Programs: Department of Agriculture.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	City of Kalamazoo cooperates in an intern program. Not required.  Field experience is provided in the area of major interest and consists of a three-month assignment between first and second semester.	<u>Fellowships</u> : \$400 for ten month period; tuition may be waived depending on circumstances.  Chairman, Department of Political Science.	College Placement Service.  Federal and local government. Non-profit research organizations. University and college teaching.
M.A.	Intern program required for M.P.A.	<u>Scholarships</u> : \$400 a year plus tuition.	Informal placement only.
M.P.A.	Cooperating agencies are city manager governed cities. Trainees serve at least nine months as intern-assistants to city managers with concurrent enrollment in a Seminar for Apprentices which meets for three days once every six weeks. Work observed and rated by faculty-supervisor.	<u>Fellowships in City Management</u> : \$1000 in the second year. Fellowships available to Ph.D. candidates.  <u>Assistantships</u> : Part-time in Bureau of Government Research. M.P.A. students receive limited pay as interns in second year. Teaching assistantships for Ph.D. candidates.  Ethan P. Allen, Director, Bureau of Government Research.	M.P.A. - City governments (managers or assistant managers). M.A. - Federal agencies.
M.S.	None.	None.	No placement service other than professor's recommendations as requested.  Teaching. Law. U.S. public service.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

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UNIVERSITY OF KENTUCKY  
Lexington, Kentucky

Department of Political Science  
Gladys M. Kammerer, Associate  
Professor

(State; coed; 6,467)

Objective: To broaden the student's perspective of political science; to develop an understanding of concrete problems of state and local administration; to prepare students for the public service; to coordinate graduate theses with work of the Bureau of Government Research.

Course Work: Emphasis on state and local government; governmental research; and police administration. The Kentucky State Police Department works jointly with the University in a training program.

Thesis and reading knowledge of one foreign language required for M.A.; two languages for Ph.D.

Related Programs: Cooperating institution in the Southern Regional Training Program in Public Administration (q.v.).

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LOUISIANA STATE UNIVERSITY  
University Station, Louisiana

Department of Government  
Robert J. Harris, Head

(State; coed; 7,255)

Objective: To give general training in political science.

Course Work: Emphasis on federal, state and local government with special courses in general public administration, administrative law, state and local government, and government regulation. A program leading to the M.A. in public administration now being planned (1952).

Thesis will be required for M.A.

Related Programs: Within the Department of Government there is the Institute of Public Administration designed to offer short courses for public officials and to conduct research in the field of state and local government.

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UNIVERSITY OF LOUISVILLE  
Louisville, Kentucky

Department of Political Science  
Reuel G. Hemdahl, Associate  
Professor

(City; coed; 6,034)

Objective: To prepare students for public service.

Course Work: Emphasis on municipal administration. In addition to basic requirements in political science, courses are selected to meet the specific objective of the student, e.g., accounting and fiscal administration for a Department of Finance placement.

Thesis and one foreign language required for M.A.

Related Programs: Southern Police Institute; Public service training given also by Law School and Kent School for Social Service of the University.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. Ph.D.	Intern program re- quired only of the Southern Regional Training Program Fellows.	None other than Southern Regional Training Program Fellowships.  Gladys M. Kammerer, or Herman E. Spivey, Dean of Graduate School.	Only for Southern Regional Training Program Fellows.
M.A. now being planned (1952)	None.	<u>Fellowships</u> : One; \$450; tuition waived; no services required.  <u>Assistantships</u> : One; \$630; tui- tion waived; nominal research services required.  Robert J. Harris, Head, Department of Government.	None.  Federal agencies.
M.A.	Internships avail- able in Louisville City Hall, two City- County agencies, and in the Kentucky De- partment of Mental Health (\$70-75 per month compensation for 20 hours per week). Not required.	None.	Informal help only.  Municipal and state agencies.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

LOYOLA UNIVERSITY  
820 N. Michigan Avenue  
Chicago 11 Illinois

Institute of Social and Industrial Relations  
Ralph A. Gallagher, S.J.,  
Director

Department of Political Science  
Paul A. Woelfl, S.J., Chairman

(Roman Catholic; coed; 6,844)

Objective: Study and training in preparation for entering or advancing in public service.

Course Work: Institute of Social and Industrial Relations offers courses of training to persons who desire specialized preparation for positions in personnel administration, industrial relations, sociology, and public administration. Emphasis on federal, state and local government.

Thesis required for M.S.I.R. (Master in Social and Industrial Relations).

Related Programs: Courses for the training of probation and parole officers, police and attendance officers, court workers, and others employed in this field.

UNIVERSITY OF MAINE  
Orono, Maine

Department of History and Government  
Edward F. Dow, Head

(State; coed; 3,607)

Objective: Professional training for public service, private research organizations, and private managerial work.

Course Work: Program in public management offers two options: federal-state field and the city-manager option. Major features of the city manager course are the combination of management and engineering subjects in a joint curriculum and the intern program.

Thesis required for M.A. in Public Management.

MARSHALL COLLEGE  
Huntington, West Virginia

Department of Political Science  
Paul D. Stewart, Acting Head

(State; coed; 2,100)

Objective: Public administration program coordinated with the total offering of the Political Science Department to prepare students for general governmental service at all levels of government.

Course Work: Beyond the general course work in public and state administration, additional work in national and local administration, judicial administration, and administrative law offered in the graduate program.

Thesis and twenty-nine semester hours required for M.A. Some of these hours must be in a minor field.

Related Programs: Specialized training in the Departments of Economics, Business Administration, and Sociology.

UNIVERSITY OF MARYLAND  
College Park, Maryland

Department of Government and Politics  
Franklin L. Burdette, Head

(State; coed; 13,046)

Objective: Training for governmental service, research and teaching.

Course Work: Emphasis on federal, state and local government. Close cooperation exists with the research and consultation services of the Bureau of Governmental Research in the University and with the service functions of the Maryland Municipal League.

Thesis required for M.A.; French and German for Ph.D.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.S.I.R.	Intern program provides for 350 clock hours of field work with cooperating agencies: Illinois Employment Service, Federal Mediation and Conciliation Service, Illinois Industrial Commission, National Labor Relations Board. Required unless appropriate work-experience demonstrated.	<u>Scholarships, fellowships and assistantships</u> will be available after 1953.	Student Placement Office.  State of Illinois. Cooperating intern agencies.
M.A. in Public Management	Two summers of intern work required for M.A. Cooperating agencies: State of Maine and various city and town governments in Maine, New Hampshire, Vermont and Massachusetts.	<u>Scholarships</u> : Some tuition scholarships available, for which preference is given to graduates of the University and residents of Maine.  Dean of Graduate Studies.	University Placement Office.  City and town management positions.
M.A.	None.	None.	College Placement Service.  Federal government.
M.A. Ph.D.	Informal intern program in cooperation with state and municipal agencies in Maryland. Not required.	<u>Fellowships</u> : \$675, paid in ten installments, and free tuition. Dean of the Graduate School.  <u>Assistantships</u> : \$1125, paid in ten installments, and free tuition; about 80 hours per month service rendered. Department of Government and Politics.	Departmental counsel and assistance.  Federal and state governmental agencies.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF MIAMI  
Coral Gables, Florida

Department of Government  
Edward Sofen, Assistant Professor

(Private; coed; 8,700)

Objective: To give students an insight into the principles and problems of public administration on the national, state and local levels.

Course Work: Students majoring in government with emphasis on public administration are advised, in addition to their administrative curriculum, to take courses in American government, public opinion, legislative procedures, political parties, constitutional and administrative law, sociology, psychology and statistics. Courses in administration include Public Administration (Principles and Problems), National Administration, Public Personnel Administration, Public Finance Administration, Government and Economic Life, Administrative Law, Local and State Administration, Comparative Administration, and International Organization. Stress is on the training of the "general administrator" rather than the "vocational specialist." Emphasis on federal level (junior professional administrative-management positions), local level (city managers, teachers), and research (governmental and private).

Thesis and written comprehensive examination required for M.A. Statistics and language (if required for research).

Related Programs: Traffic Institute; Research-Bureau of Economic Research; Behavior Research Unit.

MIAMI UNIVERSITY  
Oxford, Ohio

Department of Government  
Howard White, Head

(State; coed; 5,021)

Objective: Minimum to qualify students for Junior Management Assistant U.S. Civil Service Commission exams, and comparable state and local examinations.

Course Work: Emphasis on federal, local and state government, in that order.

Thesis required for M.A.

Related Programs: School of Business.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	Intern program. Cooperating cities include Miami, Coral Gables, and Surfside. Not re- quired.	<p>Scholarships: Tuition; full time student.</p> <p>Assistantships: \$800 per year plus tuition; services required; grants irregular.</p> <p>Dr. D. R. Larson, Chairman, De- partment of Government; Dean Owre, Dean of Graduate School.</p>	<p>University Placement Service.</p> <p>Federal government. Local government (city managers). Business (junior executive assistants).</p>
M.A.	None.	<p>Assistantships: Tuition and up to \$50 per month for some paper grading and/or research could be offered.</p> <p>W. E. Smith, Dean of Graduate School.</p>	<p>University Placement Service.</p> <p>Federal agencies.</p>



## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF MICHIGAN  
Ann Arbor, Michigan

Institute of Public Adminis-  
tration  
John W. Lederle, Director

(State; coed; 19,850)

Objective: Program is conceived as a training course for administrative generalists. Instruction in formal courses supplemented by realistic contact with administrative problems through lectures and discussions by operating officials and specialists in public administration, and by internship arrangements with government agencies.

Course Work: Taking advantage of the resources of a large university, students' programs are tailor-made in accordance with their special interests and preparation. Traditionally the Michigan program has had a strong municipal emphasis, but many students prepare for state and federal service, governmental research and teaching.

No thesis requirement for M.P.A.; French and German required for Ph.D.

Related Programs: Program in Municipal Engineering Administration offered by the Department of Civil Engineering in the College of Engineering, in cooperation with the Institute of Public Administration, combines work in engineering and public administration. In addition, related programs offered by the School of Public Health, School of Natural Resources and College of Engineering.

MICHIGAN STATE COLLEGE  
East Lansing, Michigan

Department of Political Science  
Edward W. Weidner, Head

(State; coed; 14,795)

Objective: To give students a broad background in public administration, political science, sociology, psychology, while at the same time permitting a number of specializations as to level of government, function of government, or over-head or staff activities.

Course Work: Broad course of study, research emphasis, and human relations approach characteristic of program. Fields of concentration include governmental research; federal, state, and local government; police administration; urban planning; international administration; agricultural policy; economic policy; welfare policy.

Thesis requirement optional; if no thesis written, additional course work required. No language requirement, unless essential for work in which student may be engaged.

Related Programs: As a part of the Department of Political Science, the Governmental Research Bureau is devoted to the training of graduate students in advanced research procedures. Special emphasis on courses in research methods, statistics and foreign languages.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
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M.P.A.	<p>"Government experience" requirement must be met by candidates for M.P.A. Cooperating agencies include numerous city, state and federal governmental organizations, and quasi-governmental organizations such as the Michigan Municipal League. Field training program is not formalized, but rather <u>ad hoc</u> arrangements made with individual agencies deemed best calculated to develop the administrative capacity of the student along the lines of his special interests. The requirement also may be met through a research project involving a substantial amount of field work and contact with government officials.</p>	<p><u>Scholarships:</u> University scholarships available.</p>	Staff of Institute.
Ph.D.		<p><u>Fellowships:</u> (1) University fellowships; (2) Metropolitan Community Fellowships; limited number; \$1000 for academic year; (3) Taxation Fellowships; two; \$800-1200; sponsored by Michigan Department of Revenue. Filing dates, 15 February for Metropolitan Community Fellowships, and 1 May for Taxation Fellowships.</p> <p><u>Assistantships:</u> (1) Student research assistantships offered by Institute; \$500 to \$1000 for academic year; requires part-time work on selected research projects in Bureau of Government, research and publications unit of the Institute; satisfactory completion of research project satisfies governmental experience requirement for M.P.A.; application must be submitted by 1 May preceding academic year for which assistantship is granted; (2) Student research assistantship offered by Michigan Municipal League; \$500 for academic year.</p> <p>John W. Lederle, Director, Institute of Public Administration</p>	<p>Federal, state and local government. University and private governmental research agencies.</p>

M.A.	<p>Intern work optional for M.A. Michigan State agencies and a number of Michigan city manager cities cooperate. Students electing field work normally spend three months full time in agency selected. A report on field experience and a series of consultations with various on-the-job supervisors and the supervising professor are required.</p>	<p><u>Scholarships:</u> College scholarships available to graduate students.</p>	College Placement Service.
Ph.D.		<p><u>Fellowships:</u> As above.</p> <p><u>Assistantships:</u> Teaching assistantships; \$1200 for nine months; \$1400 if applicant has Master's degree; tuition waived; approximately half-time work required. Research assistants form part of Governmental Research Bureau staff.</p> <p>Edward W. Weidner, Head, Department of Political Science.</p>	<p>State, federal and city government.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF MINNESOTA  
Minneapolis, Minnesota

Graduate Training Program in  
Public Administration  
Lloyd M. Short, Director, Public  
Administration Center

(State; coed; 22,080)

Objective: To prepare a limited number of college and university graduates of outstanding ability and scholastic attainment for entrance into public administrative positions.

Course Work: Emphasis on administrative work at all three levels of government—federal, state, local—and in both staff and line departments. Beyond the required seminars in public administration and in constitutional and administrative law, individualized programs of study are planned to prepare students for various types of administrative positions.

Thesis optional for M.A. Reading knowledge of one modern language, or a working knowledge of statistics or accounting required for M.A.; two languages, or one language and a research technique or collateral field for Ph.D.

Related Programs: International Relations and Area Study Programs; Intelligence Research Training Program; Preparation for the Foreign Service; and other programs in whole or in part, e.g., School of Social Work; School of Public Health.

UNIVERSITY OF MISSISSIPPI  
University, Mississippi

Department of Political Science  
Edward H. Hobbs, Associate  
Professor

(State; coed; 2,745)

Objective: To prepare students for governmental or private administrative positions.

Course Work: Training is not specialized within the broad field of public administration.

Thesis required for M.A.

MISSISSIPPI STATE COLLEGE  
State College, Mississippi

Department of History and  
Government  
John K. Bettersworth, Head

(State; coed; 2,000)

Objective: To train for administrative work in the civil service, trade associations, and chambers of commerce.

Course Work: Public Affairs Curriculum offered by the Social Science Departments of the School of Business and Industry is designed to give professional or pre-professional training in a variety of areas associated with public service. Majors fall into two groups: administrative and non-administrative. The administrative group consists of majors in public administration, economics and pre-law; the non-administrative group majors in general public affairs, social service, and foreign service.

Thesis required for M.S.; no language requirement except with the foreign service option (twelve hours).

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.  Ph.D.	Intern program optional. Internships arranged in national, state and local governmental agencies.	<p><u>Research Assistantships:</u> \$135 per month for half-time service; resident tuition and fees; application by 1 March.</p> <p>Lloyd M. Short, Director, Public Administration Center</p>	<p>Center Placement Service.</p> <p>All levels of government--approximately one-half in national service.</p>
M.A.	Intern program optional. Cooperating agencies: Mississippi Employment Security Commission, Mississippi Department of Education, Mississippi Highway Department, and City Government of Jackson, Mississippi.	<p><u>James Wilford Garner Fellowship:</u> \$500 annually.</p> <p>Department of Political Science.</p>	University Placement Service.
M.S.	None.	<p><u>Fellowships:</u> one; \$450.</p> <p><u>Assistantships:</u> One; \$1000.</p> <p>John K. Bettersworth, Head, Department of History and Government.</p>	<p>College Placement</p> <p>State agencies.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

MONTANA STATE UNIVERSITY  
Missoula, Montana

Department of History and Political  
Science  
Thomas Payne, Assistant Professor  
of Political Science

(State; coed; 2,301)

Objective: Training and assisting state and local agencies.

Course Work: Emphasis on national government at present;  
field of state administration to be developed.

Thesis required for M.A.

MOUNT HOLYOKE COLLEGE  
South Hadley, Massachusetts

Department of Political Science  
Victoria Schuck, Chairman

(Private; women; 1,260)

Objective: To acquaint students with principles and prob-  
lems of administration.

Course Work: Emphasis on the general fields of federal  
state and local government; comparative government; and  
international agencies. Special features of the program  
include a seminar in Washington for students in advanced  
administration and a summer internship program in Washing-  
ton.

Thesis and reading knowledge of one foreign  
language (ancient or modern) required for M.A.

UNIVERSITY OF NEBRASKA  
Lincoln, Nebraska

Department of Political Science  
Robert J. Morgan, Assistant Pro-  
fessor

(State; coed; 7,987)

Objective: General knowledge and appreciation of the field  
of public administration.

Course Work: Offerings in municipal government and adminis-  
tration, state government, public personnel management, ad-  
ministrative law, federal functions, administration of jus-  
tice. Seminars occasionally in local government, public  
law and public management.

Thesis required for M.A.; knowledge of French  
and German for Ph.D.

Related Programs: College of Engineering (city planning);  
Liberal Arts College (recreational leadership, prison work,  
law enforcement).

UNIVERSITY OF NEW HAMPSHIRE  
Durham, New Hampshire

Department of Government  
John T. Holden, Chairman  
Bureau of Governmental Research  
George H. Deming, Exec. Secretary

(State; coed; 3,383)

Objective: Preparation for employment with federal, state  
or local government agencies, or for further graduate study.

Course Work: Emphasis on federal, state or local govern-  
ment with minor in public finance and international rela-  
tions. Opportunity for research in the Bureau of Government.

Thesis required for M.A.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	None.	None.	No placement service.
M.A.	Federal agencies and members of Congress cooperate in an intern program. Not required.	<p><u>Scholarships</u>: Filing date, 15 January.</p> <p><u>Fellowships</u>: Filing date, 1 March; awards made 1 April.</p> <p><u>Assistantships</u>: (1) Departmental; \$1000 for 20 hours work per week; (2) Waiver of tuition for 10 hours of work per week.</p> <p>Chairman, Department of Political Science.</p>	<p>College Placement Service.</p> <p>Federal government. Non-profit organizations. Business.</p>
M.A.	None.	<p><u>Assistantships</u>: Three available; \$600 and remission of fees.</p> <p>L. W. Lancaster, Chairman, Department of Political Science.</p>	<p>No placement service.</p> <p>Federal civil service. Teaching.</p>
Ph.D.			
M.A.	Intern program in cooperation with New Hampshire state and local government agencies. Not required.	<p>Opportunity provided for part-time work in the Department of Government.</p> <p>Chairman, Department of Government.</p>	<p>Both institutional and departmental.</p> <p>Federal and state government agencies.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF NEW MEXICO  
Albuquerque, New Mexico

Department of Government  
Howard J. McMurray, Chairman

(State; coed; 4,643)

Objective: Training for the public service.

Course Work: Emphasis on federal, state and local government.

Thesis required for M.A.

NEW SCHOOL FOR SOCIAL RESEARCH  
66 W. 12th Street  
New York 11 New York

Graduate Faculty of Political  
and Social Science  
Arnold Brecht, Professor of  
Political Science, Jurisprudence  
and Public Finance

(Private; coed; 994)

Objective: Graduate Faculty does not favor exclusive training in special techniques of administration to the prejudice of thorough study of political and economic problems. It considers a well-rounded program in the social sciences, supplemented in some cases by studies in other fields, the most desirable preparation for public administrators, believing that public administration is a dynamic force rather than a static service apparatus.

Course Work: Students entering public administration are encouraged to consider the general Faculty program as the basis of their preparation with particular attention to governmental and administrative problems, and to those subjects on which their administrative activities may focus. Courses offered in general studies, American administration, international administration and financial and economic administration. Some emphasis on comparative administration.

Thesis required for M.A. and M.S.Sc.; two foreign languages for Ph.D. and D.S.Sc.

Related Programs: Public Relations Program.

CITY COLLEGE OF NEW YORK  
New York 10 New York

Graduate Program in Public  
Administration  
Wallace S. Sayre, Director.

(City; men, women; 33,203)

Objective: To provide professional training at the graduate level for students interested in governmental careers.

Course Work: Concentration in policies, practices, problems and methods of administrative agencies—federal, state and local. Considerable emphasis on case studies and group projects.

Thesis required for M.P.A.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	None.	<u>Assistantships</u> : Three; \$900 for nine months; grade objective exams, file materials.  Howard J. McMurray, Chairman, Department of Government.	No formal placement service.  Federal and state government agencies.
M.A.	None.	<u>Scholarships</u> : Twenty; tuition.	General placement service only.
M.S.Sc.		<u>Fellowships</u> : One; \$1200 and tuition.	Federal, state and local government.
Ph.D.		<u>Assistantships</u> : In appropriate cases.	Business.
D.S.Sc.		No advance applications accepted.	
M.P.A.	City, state, federal and civic agencies cooperate in an in- tern program. Not required.	None reported.	College Placement Service.  Federal and state governments.



## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

NEW YORK UNIVERSITY  
New York 53 New York

Graduate School of Public Admin-  
istration and Social Work  
William J. Ronan, Director

(Private; coed; 46,357)

Objective: To provide graduate professional training in administration for college graduates planning to enter the public service, for those already in the public service, and for persons in private endeavor who are interested in or whose work concerns the administrative side of government.

Course Work: Public Administration program includes federal state, local administration; international and comparative administration; correctional and police administration; public planning and housing; labor law administration; governmental public relations; governmental research; social security.

Thesis required for M.P.A.; two modern languages for the Ph.D.

UNIVERSITY OF NORTH CAROLINA  
Chapel Hill, North Carolina

Department of Political Science  
Paul W. Wager, Chairman

(State; coed; 6,864)

Objective: Training for the public service.

Course Work: Emphasis on federal, state or local government; general administration or administrative technique.

Thesis and reading knowledge of one foreign language required for M.A.

Related Programs: Department of City and Regional Planning; School of Public Health; Curriculum in Personnel Administration.

NORTHWESTERN UNIVERSITY  
Evanston, Illinois

Department of Political Science  
Rollin B. Posey, Chairman

(Private; coed; 20,128)

Objective: To prepare students for executive careers in government; to prepare students to teach public administration.

Course Work: Emphasis on public administration and formation of public policy.

Thesis required for M.A.; two languages for Ph.D.

Related Programs: Traffic Institute.

UNIVERSITY OF NOTRE DAME  
Notre Dame, Indiana

Department of Political Science  
John J. Kennedy, Assistant  
Professor

(Roman Catholic; men; 5,000)

Objective: General courses for advanced degree candidates in political science.

Course Work: Public administration program is a part of the general academic studies in social science; graduate course work requirements determined individually in accordance with major interest of student.

Thesis required for M.A.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.P.A. Ph.D.	Field experience arranged for full-time students on individual basis with federal, state and local government. For selected students, participation offered in the annual group field research project on a problem of current importance in public policy and administration. Students who successfully complete group project may substitute their contribution to it for the Master's thesis.	<u>Scholarships:</u> Tuition. <u>Fellowships:</u> \$800 to \$2400 for academic year. <u>Assistantships:</u> \$1200 plus tuition. William J. Ronan, Director, Graduate Division in Public Service.	University Placement Service. Federal, state and local governments. International agencies.
M.A. with Certificate in P.A.	Three-months internship in some department of state or local government required for Certificate.	<u>University Scholarships and Fellowships</u> available. <u>Research Assistantships:</u> One or two; \$75 per month. Paul W. Wager, Chairman Department of Political Science.	University Placement Service. Federal government. Business. Local and state government.
M.A. Ph.D.	None on a formal basis.	<u>Scholarships:</u> Tuition (\$550) <u>Fellowships:</u> Tuition plus \$900 (amount may vary). <u>Assistantships:</u> Tuition plus \$1050. Rollin B. Posey, Chairman, Department of Political Science.	University Placement Service.
M.A. Ph.D.	None.	<u>Scholarships:</u> Four; board, room, tuition for Latin American students; services required. Two; board, room, tuition for Chinese students; services required. <u>Fellowships:</u> General University fellowships, including Bishop John O'Hara fellowships of \$500 annually. General fellowships do not provide waiver of tuition. Head, Department of Political Science.	University Placement Service. Federal Service.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

OCCIDENTAL COLLEGE  
Los Angeles 41 California

Department of Political Science  
Ellis McCune, Instructor

(Private; coed; 1,376)

Objective: To give a general understanding of public administration principles to social science majors within the context of a liberal arts program.

Course Work: Emphasis on federal and local government.

Thesis required for M.A.

OHIO STATE UNIVERSITY  
Columbus, Ohio

Department of Political Science  
Harvey C. Mansfield, Chairman

(State; coed; 18,577)

Objective: Broad background, rather than vocational training, of college graduates for public service or teaching careers.

Course Work: Emphasis on federal, state and local government; foreign affairs; personnel; and governmental research. Annual short courses (three days) in police and fire administration. An interdepartmental program in business administration, psychology, economics, and political science leads to an M.S.P.A. degree with specialties in personnel, budget and finance, municipal administration, and legislative assistance.

Thesis required for M.A. and M.S.P.A. Reading knowledge of two or comprehensive knowledge of one modern foreign language required for Ph.D.

OHIO UNIVERSITY  
Athens, Ohio

Department of Government  
Ernest M. Collins, Assistant  
Professor

(State; coed; 5,300)

Objective: To give students interested in employment with the state and national government some insight into the problems of public management.

Course Work: Primary emphasis on general problems of administration at the national level.

Thesis required for M.A.

Related Programs: Public welfare administration (Department of Sociology)

OKLAHOMA A & M  
Stillwater, Oklahoma

Department of Political Science  
E. Foster Dowell, Associate  
Professor

(State; coed; 8,000)

Objective: To train students for government service and to provide public administration as part of the political science training.

Course Work: Emphasis on federal, state and local government.

Thesis required for M.A. and M.S.

Related Programs: In-service training in fields of public safety and public works by Engineering Extension Division; Social work administration curriculum in Department of Sociology; School of Forestry.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	Nearby city govern- ments, school dis- tricts, county, state and federal government cooperate in an intern program. Not required.	None.	College Placement Service.  Federal, state and local government. Business. Private non-profit organizations.
M.A. M.S.P.A. Ph.D.	Internship required for M.S.P.A. (waived if candidate has ex- perience). Federal and Ohio state and local governmental agencies cooperate. Master's and Doctoral candidates frequently placed in government agencies, federal or local, while working on theses.	<u>Scholarships</u> : \$400, occasion- ally \$600 plus waiver of tuition; open to Master's candidates in all fields of graduate study; filing date, 15 February; Graduate School.  <u>Fellowships</u> : \$900 plus waiver of tuition; open to Ph.D. candidates in all fields of graduate study; filing date as above; Graduate School.  <u>Assistantships</u> : \$900-1500 plus waiver of tuition for Ph.D. candi- dates; services required; appoint- ments generally made in late spring for following year; Chairman, De- partment of Political Science.	University Placement Service.  Federal, state and local government.
M.A.	None.	None.	University Placement Service.  Federal government.
M.A. M.S.	None.	None.	College Placement Service.  City management. Federal agencies.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF OKLAHOMA  
Norman, Oklahoma

Department of Government  
Rufus Hall, Chairman  
Bureau of Government Research  
H. V. Thornton, Director

(State; coed; 9,474)

Objective: Training in public administration; research experience; preparation for city management, legislative council work, state and federal civil service.

Course Work: Public administration program includes assignments with the State Legislative Council and the Governor's Joint Committee of Administrative Re-organization for investigation, research, and field work.

Thesis required for M.A. in P.A.

Related Programs: Short course for legislators (biennially), city managers, fiscal officers, local government officials, Community Planning Institute.

UNIVERSITY OF OREGON  
Eugene, Oregon

Department of Political Science  
Egbert S. Wengert, Head

(State; coed; 5,923)

Objective: General preparation for public service through study of the social sciences.

Course Work: Emphasis on theory of public administration with supporting institutional studies of any appropriate government--international, national, state, regional, local--and with studies of such policy problems as arise, e.g., in international relations, natural resources, business regulation fields. Wide use made of appropriate course offerings in anthropology, economics, history, psychology, sociology.

Thesis required for M.A. and M.S.; no language requirement for M.S., French or German for M.A. French and German required for Ph.D. with other options possible.

Related Programs: Public Health (Medical School); Social work (Graduate School); City Planning (School of Architecture); Accounting (School of Business Administration).

UNIVERSITY OF PENNSYLVANIA  
Philadelphia, Pennsylvania

A. Institute of Local and State Government  
Stephen B. Sweeney, Director  
James C. Charlesworth, Supervisor, Institute Educational Program

B. Department of Political Science  
Charles C. Rohlfing, Chairman

(Private; coed; 18,123)

A. Objective: Preparation for career service as city managers and state bureau administrators.

Course Work: Institute program emphasizes training of administrators for local and state government, stressing administrative supervision of those technically proficient. The Institute utilizes conventional classroom techniques; the field work or laboratory method; the elective system; and the block, or end-on-end, presentation of subject matter.

Thesis required for M.G.A. (Master Governmental Administration).

B. Department of Political Science offers graduate work leading to the M.A. and Ph.D. in public administration, especially in the fields of state and municipal government, administrative law, and public finance. In addition, a new graduate program in international relations includes a unit in international public administration and finance, and a seminar in international public administration is being planned (1952).

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. in P.A.  Ph.D.	None.	<u>Assistantships:</u> Number varies: \$900 for nine months (Master candidates, usually larger for Ph.D. candidates); one-half tuition and all out-of-state fees waived; services required.  H. V. Thornton or Rufus Hall, Department of Government; Dean Lawrence Snyder, Graduate College.	None.  Legislative council. City management. Federal service.
M.A.  M.S.  Ph.D.	None.	<u>Scholarships:</u> Tuition; for foreign students.  <u>Fellowships:</u> Teaching; \$1500; tuition waived; ten month period; filing date, 1 March; award date, 1 April.  <u>Assistantships:</u> \$700 to \$1000; tuition waived; ten months; services required; filing date, 1 March; award date, 1 April.  E. S. Wengert, Head, Department of Political Science.	University Placement Service.  Federal and local agencies.
A.) M.G.A.	M.G.A. program requires field work in a government office five mornings per week throughout school year, followed by full-time internship of six months. Assignments done under joint supervision of public officials and the Institute. Students assigned to all levels of government except federal in all parts of the U.S.	<u>Scholarships:</u> Ten; \$840. <u>Fellowships:</u> Twelve; \$1600 plus tuition. Three; \$2500 plus tuition. <u>Assistantships:</u> Occasionally. James C. Charlesworth, Supervisor, Institute Educational Program.	Staff of Institute assists in placement.  City or town managers or assistant managers. State government.
B.) M.A.  Ph.D.	None.	<u>Penfield Scholarships:</u> Two to three; \$2,000.  Chairman, Department of Political Science.	Staff assists in placement.  Federal, state, and local service.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

PENNSYLVANIA STATE COLLEGE  
State College, Pennsylvania

Department of Political Science  
Nelson McGeary, Professor  
Institute of Local Government  
Harold F. Alderfer, Exec. Sec'y

(State; coed; 13,284)

Objective: To train persons for government work; to conduct research useful to government.

Course Work: Requirements are flexible, according to needs of student. Emphasis on federal, state or local government; teacher training; governmental research.

Thesis required for M.A.; reading knowledge of two foreign languages for Ph.D.

PRINCETON UNIVERSITY  
Princeton, New Jersey

A. Woodrow Wilson School of  
Public and International  
Affairs  
Donald H. Wallace, Director  
of Graduate Program

A. Objective: Two year program of broad education in public affairs for men looking forward to executive careers in government, business, or professions dealing with public affairs.

Course Work: Special emphasis given to integration of the social sciences and administration and law dealing with problems of public policy. Techniques of administration represent only a part of the program.

No thesis requirement for M.P.A. (Master in Public Affairs).

B. Department of Politics  
George A. Graham, Chairman

(Private; men; 3,562)

B. Department of Politics offers a planned program for men who wish to prepare for public service, teaching, or research in public administration. Men are required to qualify in a minimum of four fields of political science--public administration; public law or theory; American government broadly defined; international politics or international law and organization; and comparative government; and in one or two fields in economics, sociology, social psychology or history selected by the student. General examinations are given at the end of two years. Within each field there is some choice of courses, which prepare for field examinations, offered by the Department of Politics, other social science departments, and the Woodrow Wilson School. The M.A. degree normally requires two years of study, and the Ph.D., three years.

UNIVERSITY OF PUERTO RICO  
Rio Piedras, Puerto Rico

School of Public Administration  
Pedro Muñoz Amato, Director

(Territorial; coed; 9,386)

Objective: To prepare selected men and women who desire to enter the government service, to prepare academically trained administrative personnel for the government; to offer opportunities for government employees to further their academic training in public administration; to conduct research in public administration and related fields; and in general, to cooperate with government agencies in the analysis of their administrative procedures and problems.

Course Work: Emphasis on the Insular government of Puerto Rico.

Thesis required for Diploma in Public Administration; English language requisite for admission.

Related Programs: College of Business Administration.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. Ph.D.	None.	<p><u>Assistantships:</u> \$1120; nine months appointment; tuition waived; services required; student may take two-thirds of a full graduate program; closing date for applications, 15 March.</p> <p>R. W. Brewster, Chairman, Department of Political Science.</p>	<p>College Placement Service.</p> <p>Federal and state agencies. Teaching.</p>
A.) M.P.A.	Summer internship in business or government required for M.P.A. in the case of men without previous experience in government or business. Cooperating organizations include: U.S. Departments of State, Commerce, Agriculture, Labor; Budget Bureau, Office of Price Stabilization; New Jersey State Government; and the United Nations.	<p><u>Fellowships:</u> Several fellowships in public affairs ranging in value from \$900 to \$1850. In award of some fellowships, preference is given to intention to enter public service, special interest in international relations, or special interest in inter-American affairs.</p> <p>Donald H. Wallace, Director of Graduate Program.</p>	<p>University Placement Service.</p> <p>Federal government.</p>
B.) M.A. Ph.D.	Internships are not required, but advanced students usually participate in directed research projects or in surveys undertaken by University research organizations.	<p><u>Fellowships and Scholarships</u> awarded competitively to first and second year students (in Department of Politics) range from \$1,300 to \$600 in value. <u>Proctor Fellowships</u> for outstanding men in their third year of study have a value of \$1800.</p> <p>Chairman, Department of Politics.</p>	<p>Placement handled largely by Department of Politics.</p> <p>University teaching. Federal government. Research organizations.</p>
Graduate Diploma in P.A.	None.	<p><u>Fellowships:</u> Waiver of tuition and "economic assistance" awarded in exceptional cases; no specific service requirements; no specific dates stipulated for applications.</p> <p>Pedro Muñoz Amato, Director, School of Public Administration.</p>	<p>Placement service through office of School Director.</p> <p>Government of Puerto Rico.</p>



## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF REDLANDS  
Redlands, California

Department of Government  
Robert L. Morlan, Associate  
Professor

(Baptist; coed; 1,208)

Objective: Study of the principles and problems of public administration; opportunity for work experience to give practical foundation to academic background.

Course Work: Emphasis on general administration.

Thesis required for M.A.; reading knowledge of one foreign language.

ROOSEVELT COLLEGE  
430 S. Michigan Avenue  
Chicago 5 Illinois

Department of Political Science  
George H. Watson, Professor

(Private; coed; 4,832)

Objective: Preparation for the public service and for further advanced study.

Course Work: No special emphasis on level of government. Stress on governmental research; teacher training in cooperation with the education department.

Thesis required for M.A.; one foreign language if student's program and professional intentions make it desirable.

RUTGERS UNIVERSITY  
New Brunswick, New Jersey

Department of Political Science  
Edward McN. Burns, Chairman

(State and Private; men, women;  
9,147)

Objective: Introduction to the functions and problems of the public service.

Course Work: Emphasis on federal government.

Thesis requirement optional for M.A.

Related Programs: Regional and City Planning.

ST. LOUIS UNIVERSITY  
St. Louis, Missouri

Curriculum of Public Administration  
Carl F. Taeusch, Professor

(Roman Catholic; coed; 8,887)

Objective: Professional training for public administration.

Course Work: Two year graduate program based on a functional pattern of courses. Only a few courses offered in public administration as such; students enroll in these basic courses and organize their curricula by arranging a pattern of courses selected from any part of the University—government, economics, business administration, school of technology.

Thesis required for M.A. in P.A.

Related Programs: Labor problems; hospital administration; social service.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	Internship expected but not absolutely required. Cooperating agencies include Norton Air Base, San Bernardino County, California Department of Employment; cities of San Bernardino and Redlands.	<u>Scholarships:</u> General University scholarships.  <u>Assistantships:</u> Limited departmental assistant work available.  Director of Admissions.	Informal placement service.  Federal and state government. Business.
M.A.	Informal cooperation from several national, state, local agencies in the Chicago area; field experience program in developmental state. Not required.	<u>Fellowships and Assistantships:</u> Number and stipend vary; for filing date, inquire of Admissions Office.  George H. Watson, Department of Political Science.	College Placement Service.  National, state and local governmental agencies.
M.A. Ph.D.	Occasional field trips to public agencies.	<u>Scholarships:</u> Waiver of tuition, no stipend.  <u>Fellowships:</u> One; \$1200 plus tuition.  <u>Assistantships:</u> One or two; \$900 plus tuition.  Chairman, Department of Political Science.	University Placement Service.
M.A. in P.A.	Approximately three months field work required for degree. Cooperating agencies have included: Civil Service Commission, U.S., regional and city; Army Engineers, Missouri Valley; New York Port Authority; Missouri-Illinois Bi-State group; Veterans Hospitals.	None.	Placement service on individual basis.  Jobs usually offered by agency for which field work done.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF SAN FRANCISCO  
San Francisco, California

Department of Political Science  
Alphonsus Thomas Fiore, Chairman

(Roman Catholic; men; 2,600)

Objective: To give a general knowledge of the theory and practice of governmental practices and programs.

Course Work: Emphasis on federal, state and local government, with course offerings in the general fields of federal, state and municipal administration, public planning, and public personnel administration.

Thesis required for M.A.

UNIVERSITY OF SOUTH CAROLINA  
Columbia, South Carolina

Department of Political Science  
Raymond Uhl, Professor

(State; coed; 3,265)

Objective: To train persons for public service, especially state and local governments.

Course Work: Program in preparation stage; will be ready for Fall semester, 1952. Emphasis will be on state and local government.

Thesis required for M.A.

UNIVERSITY OF SOUTHERN CALIFORNIA  
Los Angeles, California

School of Public Administration  
Emery E. Olson, Dean

(Private; coed; 13,223)

Objective: To provide professional education for men and women preparing for careers in public administration, governmental research, and related activities.

Course Work: Subject matter fields include organization and management and administrative analysis; financial administration; personnel management and human relations; law enforcement and correctional administration; planning; fire administration; comparative administration; municipal management. While covering the principles and techniques of organizing, administering, and managing public business, program also includes a consideration of the social sciences as they explain the environment in which such action takes place. The School of Public Administration includes a Civic Center Division and the Delinquency Control Institute.

Thesis required for M.S. in P.A. Statistics and advanced research method may be substituted for ordinary language requirements for D.P.A.

Related Programs: Department of International Relations; School of Architecture (Planning); School of Social Work; School of Law; Department of Political Science.

SOUTHERN ILLINOIS UNIVERSITY  
Carbondale, Illinois

Department of Government  
Orville Alexander, Chairman

(State; coed; 3,000)

Objective: To prepare government majors to qualify for government employment.

Course Work: Emphasis directed toward training for the public service and state and local governmental research. Students work under supervision of staff members actively engaged in major state and local governmental research undertakings.

Thesis required for M.A. as well as demonstrated knowledge of a foreign language.

Related Programs: Public Employees In-Service Training Program offered by the Vocational Technical Institute.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	Internship in city government offices required.	None.	No placement service. Federal government.
M.A.	Intern program will be required. City of Columbia and State of South Carolina cooperating agencies.	Not yet determined (1952).	None reported.
M.S. in P.A. D.P.A.	Federal, state, county and municipal organizations cooperate in an internship program offering a variety of individually negotiated and planned work and observation. Not an absolute requirement; each case handled on its merits.	<u>Scholarships</u> : Ten; full tuition; no services required.  <u>Assistantships</u> : \$800 to \$1800 for half-time, or 20 hours per week.  Office of the Dean.	University Placement Service.  State, county and city governments.
M.A.	Southern Illinois Municipal Officers' League affords students opportunity for field research in problems of local government.	<u>Assistantships</u> : \$990 per academic year plus tuition; research.  Dean Willis G. Swartz, Graduate School.	University Placement Service.  Federal and state governmental agencies.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

SOUTHERN REGIONAL TRAINING PROGRAM  
IN PUBLIC ADMINISTRATION  
Universities of Alabama, Kentucky  
and Tennessee

Albert Lepawsky, Educational  
Director

Objective: To encourage the training of executive leaders and skilled administrators for the management of public affairs in the South, primarily at the state, local or regional level.

Course Work: Each fellow in the Southern Regional Training Program spends approximately three months as an intern in a public office in the Southern region. The balance of the academic year is spent in further training and study on the campuses of the three participating institutions. The fall quarter is spent at the University of Alabama, the winter quarter at the University of Tennessee, and the spring quarter at the University of Kentucky. The university study program includes regular university courses, special courses, lectures by public officials, and conferences and consultations. At the end of the twelve-month training period, those who complete the work satisfactorily receive a certificate in public administration issued jointly by the three participating universities. Those who elect to do so may continue their work for a fifth quarter, leading to the degree of Master of Arts at one of the three universities.

Thesis required for the M.A.

STANFORD UNIVERSITY  
Palo Alto, California

Department of Political Science  
Robert A. Walker, Associate  
Professor

(Private; coed; 7,717)

Objective: To prepare students with an intelligent understanding of public problems for participation in government as administrators or for research or teaching.

Course Work: Emphasis on nature of organization and general administrative principles that are applicable to all levels of public and private organizations. Attention to problems of federal administration, international administration, and scope and method of administration. It is recommended that students take the general course in public administration together with work in as many of the following areas as possible: administrative behavior, public control of the economy, personnel management, and planning. In addition, course work in sociology, psychology and anthropology is encouraged.

Thesis required for M.A.; two languages for Ph.D.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
Certificate in P.A.  M.A.	<p>Internship is an intensive work assignment for each Fellow in one of several selected government offices in the South. During internship, Fellow is carefully supervised by trained public officials of the governmental agency concerned, and by an educational director representing the cooperating universities. Internship covers first quarter of the Fellowship year. Cooperating agencies include various departments of the governments of Alabama, Kentucky, Tennessee, and federal agencies in the Southern Region.</p>	<p>Up to ten Southern Regional Training Program Fellowships of \$1200 each plus university fees.</p> <p>Educational Director, Southern Regional Training Program, Drawer I, University, Alabama</p>	<p>Placement Service.</p> <p>State, local, federal and regional government agencies.</p>
M.A.  Ph.D.	<p>The Coro Foundation in San Francisco and the San Francisco Municipal Government offer paid, year-long internships. Not required.</p>	<p><u>Scholarships:</u> General University scholarships and grants in aid varying in amount from \$600 to \$1800 per year.</p> <p><u>Assistantships:</u> Available in most of the administration courses.</p> <p>James T. Watkins, Acting Chairman, Department of Political Science.</p>	<p>University Placement Service.</p> <p>Federal agencies.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

SYRACUSE UNIVERSITY  
Syracuse 10 New York

Maxwell Graduate School of  
Citizenship and Public Affairs  
Roscoe C. Martin, Chairman,  
Department of Political Science

(Private; coed; 16,007)

Objective: Central purpose of each program is to provide a general acquaintance with public administration in the political environment of a democratic society. In addition, attention given to technical training designed to help those who complete one of the programs to enter public service in positions at a junior professional level.

Course Work: Program I. Designed to offer a body of knowledge common to all phases of public administration, with emphasis on staff functions. Courses are especially created and arranged in end-to-end sequence and are not taken simultaneously; students progress from courses of general orientation to those of more specific techniques and processes. Six credit hour course in administrative writing and research required in lieu of the formal thesis.

Program II. M.P.A. sequence consisting of three cores built chiefly on regular classroom courses. The first core is concerned primarily with "technique" administration; the second includes subjects in the more general field of administration; and the third permits course work in any cognate department of the University. Six credit hour course in administrative writing and research required in lieu of thesis.

Program III. Economics-Public Administration program designed to train students for careers in the public or quasi-public service with emphasis on employment in positions involving economic research or economic training. Thesis required.

Program IV. D.P.A. program designed to serve those individuals now in the public service who have had a year of graduate study in public administration and those who may want to enter the teaching profession. The Ph.D. degree is based on three years of graduate study and leads primarily (though not necessarily) to a career in teaching.

Program at Albany. A program sponsored jointly with New York University. Intended primarily to encourage the professional growth and develop the administrative capacity of persons employed in the state service. On completion of the prescribed course of study, which features courses offered by regular faculty members of the participating universities, student receives the Master's degree of the university in which he has chosen to matriculate.

TEMPLE UNIVERSITY  
Philadelphia, Pennsylvania

Department of Political Science  
Raymond S. Short, Professor

(Private; coed; 14,855)

Objective: Understanding of specific problems in management and fiscal controls.

Course Work: Emphasis on federal and state government.

Thesis required for M.A. and M.B.A.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	None.	<u>Scholarships: Program I.</u> Five; tuition for three-term period.	Maxwell Graduate Placement Office.
M.P.A.		<u>Program II.</u> Five; tuition for three-term period.	National, state and local government.
D.P.A.		<u>Program III.</u> Four; tuition for two-term period.	Governmental research.
Ph.D.		<u>Fellowships: Program I.</u> Four; \$1471.50 (\$750 plus tuition of \$721.50).  <u>Program II.</u> Four; \$1416 (\$750 plus tuition of \$666).  <u>Program III.</u> Two; \$1200 (\$600 plus tuition of \$600)  Director, Maxwell Graduate Admis- sions Office.	
M.A.	None.	None.	University Placement Service.
M.B.A.			Federal government. Private non-profit organizations.



## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF TENNESSEE  
Knoxville, Tennessee

Department of Political Science  
Lee S. Greene, Head

(State; coed; 8,180)

Objective: To train persons for placement in federal, state and local agencies.

Course Work: Graduate work offered at all levels of government. Some training in governmental research provided through the Bureau of Public Administration.

Thesis required for M.A.

Related Programs: Cooperating institution in the Southern Regional Training Program in Public Administration (q.v.).

Bureau of Public Administration employs services of a full-time Training Officer who assists in planning and conducting in-service training programs for state, county and municipal officials throughout Tennessee. Further information about institutes in specialized fields may be obtained from the Director of University Extension.

UNIVERSITY OF TEXAS  
Austin, Texas

Institute of Public Affairs  
Wilfred D. Webb, Acting Director

(State; coed; 15,355)

Objective: Education for careers in the public service.

Course Work: Concentration in the general fields of theory and practice of public administration, personnel administration, and financial administration, with elective courses to be selected on an individual basis.

Thesis required for M.A. in P.A.; thesis may be based on internship experience.

TEXAS TECHNOLOGICAL COLLEGE  
Lubbock, Texas

Department of Government  
J. William Davis, Head

(State; coed; 5,000)

Objective: Training for municipal management.

Course Work: Concentration in the field of government with emphasis in the local area.

Thesis and reading knowledge of a foreign language required for M.A.

Related Programs: Consultant services for Texas municipalities.

TULANE UNIVERSITY  
New Orleans 18 Louisiana

Department of Political Science  
L. V. Howard, Head

(Private; coordinate; 6,173)

Objective: A broad general preparation for government positions in which a knowledge of the subject matter and methods of the social sciences is desirable.

Course Work: Emphasis on federal, state and local government.

Thesis required for M.A.

Related Programs: School of Social Work; International Affairs program in the College of Arts and Sciences.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.  Ph.D.	Required only for Southern Regional Training Program Fellows.	Assistantships: (1) Teaching; \$1000; (2) Graduate; \$800  Lee S. Greene, Head, Department of Political Science.	University Placement Service.  State, federal and local agencies. Private non-profit organizations.
M.A. in P.A.	Internship in ap- proved government agency required; in exceptional cir- cumstances, equiva- lent work may be approved.	Assistantships: A few assis- tantships available with the Institute of Public Affairs.  Wilfred D. Webb, Acting Director, Institute of Public Affairs.	Director and Execu- tive Committee, Institute of Public Affairs.  Municipal, state and field offices of the Federal government.
M.A.	Internships avail- able with the City of Lubbock. Recommended but not required.	Fellowships: \$1000 for nine months; tuition not waived; services required; award dates, early summer.  J. William Davis, Head, Depart- ment of Government.	College Placement Service and Depart- mental assistance.
M.A.  Ph.D. being set up (1952)	Internships in the Louisiana Division of Employment Secur- ity for selected senior and graduate students. Not re- quired for M.A., but required for certi- fication under the program which is in addition to M.A. de- gree.	Variable number of Scholarships, Fellowships and Assistantships available for graduate students.  Roger P. McCutcheon, Dean, Graduate School.	University Placement Office.  State government.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF UTAH  
Salt Lake City, Utah

Institute of Government  
G. Homer Durham, Director

(State; coed; 7,850)

Objective: Graduate training program in general administration for careers in federal and other governmental jurisdiction, including foreign affairs and overseas administration.

Course Work: Major in public administration based on program which includes national, state, and local institutions; public administration; administrative theory; administrative law, public budgeting, and finance; public personnel administration; municipal administration; and American public law. These political science subjects are joined with work in economics, statistics, public finance, taxation, governmental accounting, and personnel psychology. Separate curricula and extensive use of interdisciplinary experts in American foreign policy and international relations training program.

Thesis and one language required for M.A.; for the Ph.D., French and German or substitute third language by special permission of Graduate Council. Graduate Certificates in Public Administration conferred for graduate work without thesis.

Related Programs: Graduate School of Social Work.

VANDERBILT UNIVERSITY  
Nashville, Tennessee

Department of Political Science  
Daniel R. Grant, Assistant Professor

(Private; coed; 3,161)

Objective: Program is designed to make public service more readily accessible to the student by assisting him to bridge the gap between theory and practice and laying a foundation upon which he may build an effective career.

Course Work: Emphasis on federal, state, and local government. Program includes broad background in the social sciences; training in essential "tool" subjects, such as statistics and accounting; and practical training through an internship program.

Thesis or acceptable report on internship required for M.A.

UNIVERSITY OF VERMONT  
Burlington, Vermont

Department of Political Science  
Andrew E. Nuquist, Professor

(State; coed; 2,600)

Objective: It is the intention of the department that students who are interested in public administration, or entry into the public service, shall have as broad a background in political science as possible, together with some specific knowledge of public administration.

Course Work: Emphasis on general background with the thought that after further work, students may enter the specific field of their choice.

Thesis required for M.A.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. M.S. Ph.D. Certificates in P.A. and International Re- lations	Intern program or satisfactory sub- stitution of field work and research required for Gradu- ate Certificates. Cooperating agencies include State of Utah, Salt Lake City, Utah city manager cities, Utah Founda- tion, Utah Merit System Council, Utah Traffic Safety Coun- cil.	<u>Scholarships:</u> University Scholar- ships available in the graduate school  <u>University Research Fellowships:</u> \$800 to \$1200 per year; tuition not generally waived; available to graduate students with specific projects which receive the approv- al of department (Institute of Government).  <u>Assistantships:</u> \$300 to \$900 per year; tuition not generally waived; assist in Institute Library on part- time basis. Occasional <u>Research</u> <u>Assistantships:</u> \$1200 per year.  Director, Institute of Government.	University Placement Service.  Federal, state and local government agencies. Business. Private non-profit organizations.
M.A.	Intern program op- tional. Following period of residence, student is assigned to an internship for minimum period of ten weeks. Compre- hensive report con- stitutes the thesis. Federal, state and local agencies in the region cooperate.	<u>Scholarships:</u> Limited number; \$1000 each for M.A. candidates; scholars must pay the regular fees of the Graduate School.  <u>Fellowships:</u> Limited number of teaching fellowships; \$1000 to \$1100 each; tenable for one year but may be renewed.  <u>Assistantships:</u> Research; \$1000 to \$1100.  Dean of the Graduate School.	University Placement Service.  State, local and federal government agencies. Non-profit research organizations.
M.A.	None at present. State and local offi- cials have stated a willingness to coop- erate in an intern program.	<u>Scholarships:</u> Several available, based upon need.  <u>Fellowships:</u> Teaching fellowships; \$400-\$600 plus tuition; work must be carried on for Master's degree.  <u>Assistantships:</u> Granted as needed and as applications fill the re- quirements of the several depart- ments.  Director of Graduate Study.	University Placement Service.  Federal and state government.

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

UNIVERSITY OF VIRGINIA  
Charlottesville, Virginia

School of Political Science  
James Hart, Director of  
Graduate Studies  
Bureau of Public Administration  
Rowland Egger, Director

(State; men, women; 4,168)

Objective: To offer pre-service training to students interested in government employment on state and local levels.

Course Work: No formal public administration program--graduate instruction seeks to present a general and balanced curricula in political science. Opportunities for active participation in technical service and consulting projects for state and local governments carried on by the Bureau of Public Administration.

Thesis required for M.A.; French and German for the Ph.D.

STATE COLLEGE OF WASHINGTON  
Pullman, Washington

Department of History and  
Political Science  
Paul Beckett (on leave)  
Thor Swanson, Acting Instructor  
of Public Administration

(State; coed; 4,895)

Objective: To provide a broad understanding of government and the administrative process for those seeking careers in general administration; to provide supplemental courses in political science and public administration to specialists in other subject matter fields.

Course Work: Courses in public administration, administrative law and regulation, public personnel administration, seminar in public administration.

Thesis required for M.A.; for the Ph.D., two modern foreign languages pertinent to individual's study.

UNIVERSITY OF WASHINGTON  
Seattle, Washington

Institute of Public Affairs  
George A. Shipman, Director

(State; coed; 14,590)

Objective: To develop persons for careers in general administration. Program is built around the handling of characteristic problems arising in the decision-making process.

Course Work: Two year graduate program in the fields of American institutions, public law, public management, economics of public activity, group dynamics, and administrative problems. Emphasis on general administration with no effort to distinguish as among fields of jurisdictions; students may undertake limited specialization if desired.

Thesis requirement for M.P.A. is fulfilled by an action report on a field problem; no language requirement.

Related Programs: Department of Economics offers a five year curriculum for the preparation of economists for government service; Graduate School of Social Work.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A. Ph.D.	None.	<p>Fellowships: (1) Philip Francis DuPont Fellowship; \$500 to \$750; (2) Graduate Research Fellowships; \$1500 per year.</p> <p>Director of Graduate Studies and Director, Bureau of Public Administration.</p>	<p>University Placement Service.</p> <p>Teaching. State and local government agencies.</p>
M.A. Ph.D.	None.	None.	College Placement Service.
M.P.A. Ph.D.	<p>Internship required in the summer between the first and second years. Various state and federal agencies cooperate.</p>	<p>Fellowships: Limited number; \$1000; tuition waived; filing date, 1 April.</p> <p>Director, Institute of Public Affairs.</p>	<p>Institute undertakes placement activity on informal basis.</p> <p>Federal and state agencies.</p>

## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

WASHINGTON UNIVERSITY  
St. Louis, Missouri

School of Business and Public  
Administration  
Miller Upton, Dean

(Private; coed; 11,736)

Objective: To train students interested in administrative work in local, state and federal governmental agencies and to give them a broad background in economics and political science.

Course Work: Graduate courses in the general fields of accounting, statistics and finance; national, state and municipal administration; public personnel management and supervision; industrial relations; constitutional and administrative law.

No thesis or language requirements for M.P.A.

WAYNE UNIVERSITY  
Detroit, Michigan

Department of Public Adminis-  
tration  
Donald S. Hecock, Acting  
Chairman

(City; coed; 19,307)

Objective: To provide undergraduate and graduate study of a general nature for present and prospective employees of governmental, civic and social service agencies.

Course Work: Emphasis on local government and governmental research in the Department of Public Administration. Comparative government and teacher training are a primary concern of the Department of Government.

Thesis required for M.P.A.

Related Programs: Health Administration program leading to Master of Social Administration degree (M.S.A.).

WESLEYAN UNIVERSITY  
Middletown, Connecticut

Department of Government  
S. K. Bailey, Associate Professor

(Private; men; 885)

Objective: Introduction to administrative theory and policy formation.

Course Work: Emphasis on federal government, with some stress on federal-state-local relations, and special emphasis on relations between Congress and administration. Case emphasis and cooperative research on papers, e.g., first semester of 1951-52 devoted to cooperative research project on "Government and Health."

Thesis required for M.A.

WEST TEXAS STATE COLLEGE  
Canyon, Texas

Department of Government  
J. Herschel Coffee, Professor

(State; coed; 1,980)

Objective: Basic preparation for specialized study in public administration; general major in political science.

Course Work: Offerings in American government, principles of public administration, constitutional law, personnel administration, government finance and statistics.

Thesis required for M.A.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.P.A.	None.	<u>Assistantships: \$1000.</u> Dean, School of Business and Public Administration.	University Placement Service.
M.P.A.	City, county and civic agencies cooperate in an intern program. Required.	<u>Scholarships:</u> Detroit Board of Education Scholarships; tuition only; available to Wayne graduates only; M. M. Ramsey, Wayne Univer- sity.  <u>Fellowships:</u> (1) Upson Fellow- ships administered by Michigan Research Council; \$1200-1500 plus tuition; services at Council office required; Michigan Research Council, 810 Farwell Building, Detroit, Michigan; (2) National T.B. Association Fellowships; \$1200 plus tuition and supplies; R. J. Mowitz, 451 West Kirby, Detroit, Michigan.	None reported.
M.A.	Intern program contemplated (1952).	Fellowship program planned for 1952-53.  Victor Jones, Chairman, Depart- ment of Government.	Faculty and Alumni Office act as "place- ment service."  Federal and state agencies.
M.A.	None.	<u>Assistantships:</u> One teaching assistantship; \$450; tuition not waived.  Department of Government.	College Placement Service.



## INSTITUTION

## DESCRIPTION OF PUBLIC ADMINISTRATION PROGRAM

WEST VIRGINIA UNIVERSITY  
Morgantown, West Virginia

Department of Political Science  
Albert L. Sturm, Professor

(State; coed; 4,500)

Objective: To provide a foundation in public administration for political science majors in preparation for entrance into the public service.

Course Work: General administration with emphasis upon national, state and local government.

Thesis required for M.A.

Related Programs: Social Work.

UNIVERSITY OF WISCONSIN  
Madison, Wisconsin

Department of Political Science  
James L. McCamy, Chairman

(State; coed; 18,357)

Objective: Graduate training in public administration; consultation with public officials.

Course Work: All aspects of public administration treated. Courses decided by student's need and interest from wide selection in all departments of the University. Special majors in regional planning, penology.

Thesis required for M.A. and M.S.; two languages for the Ph.D.

Related Programs: The Bureau of Government, Department of Political Science, Extension Division, provides in-service training for Wisconsin state and local government officials and conducts research on public administration problems in Wisconsin. After 1 July 1952 two research assistantships will be available: \$1500; 12 month appointment; appointees to continue graduate study with Resident Political Science Department and do half-time research for Bureau of Government. Address inquiries to James R. Donoghue, Director, Bureau of Government, University Extension Division.

UNIVERSITY OF WYOMING  
Laramie, Wyoming

Department of Political Science  
Herman N. Trachsel, Head

(State; coed; 2,300)

Objective: Preparation for positions in federal, state or local government and for teaching.

Course Work: Emphasis on federal, state and local government.

Thesis required for M.A.

YALE UNIVERSITY  
New Haven, Connecticut

Department of Political Science  
James W. Fesler, Chairman

(Private; men, women; 7,745)

Objective: To develop broad-gauged administrators and administrative analysts with an understanding of the relation of public administration to democratic processes and to substantive policy issues.

Course Work: Emphasis on federal government.

No thesis requirement for M.A. Reading knowledge of French or German required for M.A.; French and German for Ph.D.

Related Programs: International Relations; City Planning; Conservation; Bureau of Highway Traffic.

DEGREES GRANTED	INTERN PROGRAMS AVAILABLE AND/OR REQUIRED	GRADUATE ASSISTANCE IN PUBLIC ADMINISTRATION	PLACEMENT SERVICE AND PRIMARY FIELD OF PLACEMENT
M.A.	None.	<u>Assistantships:</u> Some available; paid on hourly basis.  Albur L. Sturm, Department of Political Science.	Department of Political Science.  Federal and state government.
M.A.	None, although in research for theses some stu- dents do field work.	<u>All types of aid ranging from</u> remission of non-resident tuition surcharge to fellowships of \$1100; filing date, 15 February for ap- pointment the following September.	University Placement Service.
M.S.		<u>Teaching Assistantships:</u> About \$1000 depending on experience; filing date as above. In addition, some research assistantships in state government also available, e.g., in Legislative Reference Library.	Federal and state government.
Ph.D.		Chairman, Department of Political Science.	Local government appointments.
M.A.	None.	<u>Assistantships:</u> One; \$720 for nine months.  Herman H. Trachsel, Department of Political Science.	Departmental help on informal basis.  Federal and state government.
M.A.	None.	<u>Scholarships:</u> \$450 (i.e., tuition scholarships); filing date, 15 Feb- ruary; award date, 1 April.	University Placement Service.
Ph.D.		<u>Fellowships:</u> \$750 to \$1200; one at \$3000; tuition not waived; \$3000 fel- lowship requires teaching and other duties; filing and award dates as above.  <u>Assistantships:</u> \$300 to \$1000; teaching duties; filing and award dates as above.  Dean of the Graduate School.	